

**COUNTY OF LOS ANGELES
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
BOB HOPE PATRIOTIC HALL
1816 S. FIGUEROA STREET
LOS ANGELES, CALIFORNIA 90015**



United We Stand



Joseph N. Smith
Director

May 23, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVE AMENDMENT NUMBER TWO TO AGREEMENT 73214 FOR
CUSTODIAL SERVICES FOR BOB HOPE PATRIOTIC HALL
(FIRST SUPERVISORIAL DISTRICT) (3-VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

- (1) Approve and instruct the Mayor to execute the attached Amendment Number Two to Agreement Number 73214 with Diamond Contract Services, Inc. for custodial services for Bob Hope Patriotic Hall to extend the Agreement on a month-to-month basis for up to an additional six (6) months, effective July 9, 2006.
- (2) Delegate authority to the Director of the Department of Military and Veterans Affairs or his designee to exercise the month-to-month extensions on an as-needed basis.

PURPOSE / JUSTIFICATION OF RECOMMENDED ACTION

This action will provide continuing custodial services for the Bob Hope Patriotic Hall for the period beginning July 9, 2006 until such time as the facility is closed for refurbishments, which is currently set for September 30, 2006.

The current Agreement with Diamond Contract Services, Inc. expires on July 8, 2006. The Department of Military and Veterans Affairs (DMVA) is unable to meet its obligations to clients without custodial services. DMVA originally was scheduled to vacate Bob Hope Patriotic Hall at the end of fiscal year 2005-2006. Therefore, DMVA did not enter into a new custodial contract and opted to exercise the six month-to-month extensions provided in the original agreement through July 8, 2006. However, the date that the facility is scheduled to be closed for refurbishment has been revised to September 30, 2006. DMVA thus seeks to amend the existing contract to provide for up to six (6) additional month-to-month extensions.

DMVA has found that having these services performed by an independent contractor is more cost-effective and economical than having the services performed by County employees. Approval of the recommendation is consistent with the County's Strategic Plan in the areas of service excellence, fiscal integrity, and organizational effectiveness.

FISCAL IMPACT / FINANCING

There is no additional net County cost. Sufficient funding has been identified in DMVA's 2006-07 budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On January 9, 2001, the Board of Supervisors approved Agreement Number 73214 for custodial and elevator operator services with Diamond Contract Services, Inc. The term of that agreement was for one year, with four one-year renewal options, and six month-to-month extensions. On June 22, 2004, the Board of Supervisors approved Amendment Number One to Agreement Number 73214 which increased the contract sum to \$185,978.00 per year for required additional services.

The current Agreement will expire on July 8, 2006, following the exercise of all options and extensions provided under the Agreement. Due to the uncertainty as to when DMVA was to vacate the Bob Hope Patriotic Hall, the solicitation process for a new contract was not completed. The proposed Amendment Number Two will provide for additional extensions of the current Agreement on a month-to-month basis for a period not to exceed six (6) months. It is anticipated however that services will only be needed through September 30, 2006. The Contract Sum has been reduced to \$6,988.35 per month because elevator operator services are no longer required. All other terms and conditions of the current Agreement will remain unchanged. This Amendment Number Two has been approved as to form by County Counsel.

CONTRACTING PROCESS

The existing Agreement for custodial services was established through a previous competitive solicitation process and was awarded by your Board on January 9, 2001.

IMPACT ON CURRENT SERVICES

Board approval of the recommended action will facilitate DMVA's requisite maintenance of Bob Hope Patriotic Hall and provide for uninterrupted custodial services at the facility until such time as the facility is closed for refurbishments, which is currently set for September 30, 2006.

CONCLUSION

It is requested that the original letter and agreement be returned to:

Joseph N. Smith, Director
Department of Military and Veterans Affairs
1816 South Figueroa Street
Los Angeles, California 90015

Respectfully submitted,



Joseph N. Smith
Director

JNS:rb

c: Executive Officer, Board of Supervisors
County Counsel
Chief Administrative Officer

**AMENDMENT NUMBER TWO
TO AGREEMENT NUMBER 73214
FOR CUSTODIAL SERVICES
BY AND BETWEEN
COUNTY OF LOS ANGELES AND
DIAMOND CONTRACT SERVICES, INC.**

THIS AMENDMENT NUMBER TWO TO AGREEMENT NUMBER 73214 IS
MADE AND ENTERED INTO THIS _____ DAY OF
_____, 2006.

WHEREAS, the County of Los Angeles, a political subdivision of the State of California, herein referred to as "County," and Diamond Contract Services, Inc., herein referred to as "Contractor," have entered into Agreement Number 73214 to provide custodial services to the Department of Military and Veterans Affairs; and

WHEREAS, County and Contractor entered into Amendment Number One to Agreement 73214 on June 22, 2004; and

WHEREAS, County and Contractor desire to amend the Agreement to extend the term of said Agreement for an additional six (6) months, on a month-to-month basis; and

WHEREAS, this Amendment Number Two is prepared according to Section 4.0, CHANGE NOTICES and AMENDMENTS.

NOW THEREFORE, the parties hereby agree that Agreement Number 73214 is amended as follows:

1. Section 5.0 TERM, Sub-Section 5.1 is amended to add the following:

Effective July 9, 2006, the Agreement shall be administered on a one (1) month term and shall be extended on a month-to-month basis, not to exceed a total of six (6) months. Each such extension shall be exercised at the sole discretion of the Director.

2. Section 6.0 CONTRACT SUM, Sub-Section 6.1 TOTAL CONTRACT SUM, as amended by Sub-Section 2.1 of Amendment Number One, is amended to add the following:

Effective July 9, 2006, the Contract Sum shall not exceed \$6,988.35 per month. The maximum amount payable for the six (6) month-to-month extensions, if exercised, shall not exceed \$41,930.10.

3. Section 6.0 CONTRACT SUM, Sub-Section 6.2 CONTINGENCY FUND, as amended by Sub-Section 2.7 of Amendment Number One, is amended to add the following:

Effective July 9, 2006, in addition to the Contract Sum set forth above, there shall be a monthly contingency fund of twenty-five percent (25%) in the amount of \$1,747.09.

4. Effective July 9, 2006, Exhibit A, STATEMENT OF WORK, is amended to delete in its entirety Section III, Elevator Operator Services.
5. Effective July 9, 2006, Exhibit B, PRICING AND BILLING SCHEDULE, is amended and replaced by the attached Exhibit B, PRICING AND BILLING SCHEDULE.
6. Effective July 9, 2006, Exhibit C, CONTRACTOR'S PROPOSED SCHEDULE, is amended and replaced by the attached Exhibit C, CONTRACTOR'S PROPOSED SCHEDULE.
7. Except as expressly provided in this Amendment Number Two, all other terms and conditions of the Agreement shall remain in full force and effect.

* * * * *

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Two to be executed on its behalf by the Mayor of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, and Contractor has caused this Amendment Number Two to be executed on its behalf by its duly authorized officer on the day and year first above written. The person signing on behalf of the Contractor warrants under penalty of perjury that he or she is authorized to bind the Contractor.

COUNTY OF LOS ANGELES

By _____
Mayor, Board of Supervisors

ATTEST:

SACHI A. HAMAI
Executive Officer – Clerk
of the Los Angeles County
Board of Supervisors

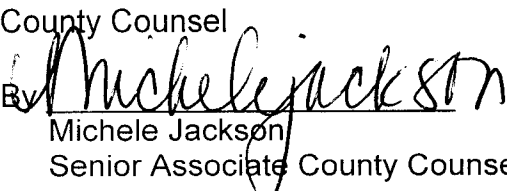
By _____

CONTRACTOR
Diamond Contract Services, Inc.

By  _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY COUNSEL
RAYMOND G. FORTNER, JR.
County Counsel

By  _____
Michele Jackson
Senior Associate County Counsel

DIAMOND CONTRACT SERVICES, INC.
 PRICING AND BILLING SCHEDULE
 CONTRACT PERIOD 07/09/06 - 01/08/07

EXHIBIT B

JOB TITLE	STRAIGHT TIME BILLING RATE	TOTAL WEEK HOURS	HOURS MONTH	CONTRACT PERIOD MONTHLY COST	CONTRACT PERIOD	CONTRACT PERIOD COST
FULL-TIME						
CUSTODIAN	\$15.75	40	174	\$2,740.50	6 MONTHS	\$16,443.00
CUSTODIAN	\$15.75	40	174	\$2,740.50	6 MONTHS	\$16,443.00
SUPPLIES				\$1,507.35	6 MONTHS	\$9,044.10
TOTAL		80	348	\$6,988.35		\$41,930.10

SALARIES AND BENEFITS:

Custodian \$9.46

EXHIBIT C

**DIAMOND CONTRACT SERVICES, INC.
CONTRACTOR'S PROPOSED SCHEDULE**

POSITION TITLE	NO. OF POS.	SUN.	MON.	TUES.	WED.	THURS.	FRI.	SAT.	TOTAL WEEK HOURS	HOURS MONTH	HOURLY WAGE RATE	MONTHLY COST ROUNDED TO THE NEAREST CENT
FULL-TIME												
CUSTODIAN	1		8	8	8	8	8		40	174	\$9.46	\$1,646.04
CUSTODIAN	1			8	8	8	8	8	40	174	\$9.46	\$1,646.04